



# *City of Seat Pleasant*

*Office of the City Administrator*

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## **A CITY OF EXCELLENCE SMART CITY**

**“Seat Pleasant offers Smart City Services that is better, faster and personalized making it a City for Me using information and communication technology, with the internet of things”**

**Department Name** Administration

**Date of Report** June 9, 2017 **Reporting Period** May 1-May 31, 2017

**Summarize significant department progress for the reporting period that is indicative of providing services that are better, faster and personalized.**

The City is moving towards finalizing the installation of new phones and equipment, including connectivity for the public works department through a new contract with Comcast Business Voice Edge. Phone equipment is expected to be delivered on June 20,, 2017.

The IT firm for the City will be Peake Technologies as of July 1, 2017. Bot Peake and NTI have been notified of this change.

Public Works and the City Administrator met with Bates Trucking concerning recent complaints of leakages missed bulk trash and debris left on the streets. Several criteria has been put in place including the replacement of the vehicle fleet, training and incentives of new staff, and a job fair for new anticipated hires. The City was assured that the complaints will be eliminated.

Several key personnel changes has occurred within the administration: The new grants writer is Kyrthlyn Rhoda, the administrative assistant for the department of public engagement is Angela Payton, and the new executive assistant to the Mayor is Jeremy Ross.

A summary of the departmental achievements appears below:

- A total o \$8,000 in donations was received for Seat Pleasant Day
- The police department participated in training through the county’s health department to use a federally approved drug to combat the rise of overdose in the county
- The finance office has developed a form for departments to indicate its finance and staffing needs for each quarter during the fiscal year to enable the finance department to better manage resources and expenditures

- The economic development office met and held its kick-off meeting with IBM regarding the Intelligent Operations Center (IOC). The department also met with the Department of Permits, Inspections and Enforcement (DPIE) regarding zoning and inspections of commercial and residential properties

**Analyze department improvements that are needed and/or achieved based on the Smart City model.**

**Indicate problems identified, barriers encountered and solutions reached.**

The department of public works is to provide a detail of the gas tank replacement.

**Identify goals for the next reporting period.**

Telephone charges moving forward should decrease by 40%.

Examples of Goals

Goal \_\_\_\_\_% reduction in household consumable waste (based on statistics from refuse contractor)

Goal \_\_\_\_\_% increase in recyclables (based on statistics from refuse contractor)

Goal \_\_\_\_\_% increase in green initiatives (e.g., number of shredding events, trees planted, electric cars purchased/used, number of bags/pounds of leaves mulched, implementation of rain gardens, etc.)

Goal \_\_\_\_\_% increase in educational/promotional/marketing events for residents re green initiatives (e.g., newsletter articles re composting trainings, use of rain barrels, etc.)

**Supporting Documentation: Source:** Office of the City Treasurer

### **Revenue**

Line Item \_\_\_\_\_

FY _____ Budget (Previous Year)	FY _____ Budget (Current Year)	FY _____ Actual (Current Year)

### **Expenditures**

Line Item \_\_\_\_\_

FY_____ Budget (Previous Year)	FY _____Budget (Current Year)	FY _____Actual (Current Year)

**Attachments:** Photos, Newsletter articles, City of Seat Pleasant Green Team, etc.